

60 days. An employee who does not give notice when terminating shall not receive this benefit.

10. Employees on sick leave for three (3) consecutive days must submit a physician's certificate in order to receive sick pay, which is at the employee's expense, unless waived by the department head. For a lesser period of absence, the department head may, at his or her discretion, require evidence of illness from a physician or other reason. No more than 30 consecutive working days of sick leave may be granted in any instance without medical verification.
11. Sick leave shall not be used as vacation leave.
12. Sick Pay benefits shall be accumulated by employees.
13. Any employee who is receiving workers compensation benefits will not be allowed to utilize sick leave pay until the employee returns to work or the workers compensation benefits cease.

**Holidays**

All regular full-time employees will receive the holidays as stated in Section 25-2221, Revised Statutes of Nebraska as amended except for Arbor Day. A personal day off with pay is granted in lieu of Arbor Day.

1. If such holiday falls on a Sunday, the following Monday shall be a holiday. If such a holiday falls on a Saturday, the preceding Friday shall be a holiday.
2. The Courthouse will be closed for regular business at 12:00 noon on Christmas Eve, December 24<sup>th</sup>.  
*and all other county departmental hourly employees*
3. Employees of the Roads and Maintenance Departments (nonexempt employees) required to work on designated paid holidays will be paid time and a half (1 ½) the employee's straight time hourly rate for hours worked, plus holiday pay. Holiday pay will be the employee's straight-time rate multiplied by the number of hours usually worked in a day.
4. An exempt employee will not receive any additional compensation for holidays. Rather, they will receive the same salary for the week in which the holiday occurs that they would have received for the week had there been no holiday.